ED*Assist Zambia Edition: Data Dissemination Module Users Guide
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November 2002

Contract GS-10F-0112J
Task Order No. 690-M-00-02-00001-00
EMIS and Related Activities
American Institutes for Research
USAID/Zambia
SO2: Improved quality of basic education for more school-aged children
IR 2.3: Improved information for education decision making processes

This document was created using Adobe Acrobat 6.0 Professional

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ED*ASSIST ZAMBIA EDITION

Data Dissemination Module

Users Guide

Ministry of Education Headquarters
Lusaka, Zambia

ED*ASSIST

This document is designed to be used in conjunction with the ED*ASSIST methodology for data capture and processing, as well as the training sequences which support effective use and dissemination of educational information.

For more information or comments on ED*ASSIST, please contact:

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Introduction

This in-house course has been developed to increase your knowledge of popular applications software and to provide you with the skills to accomplish your day-to-day work activities more efficiently. The design of the course is based on the assumption that you have completed the course prerequisites.

This manual has been compiled to support and to enhance the instructor's lecture during class as well as to serve as your personal reference when you return to your office.

Manual Conventions

Throughout this manual reference is made to various components of the software. Command buttons, menus, and menu options appear in boldface type, for example, **OK** and **File**. Keystrokes appear in boldface italic type, for example, *Ctrl + V* and *Enter*. When possible, the words *select* and *choose* have been used in this manual to allow you the option of using either the mouse or keyboard.

For your assistance, ample space along the left margin has been provided to allow room for notes relevant to the topic discussed. We also include notes of importance (⌂), mouse-based shortcuts (✋), keyboard shortcuts (⌨), cautionary notes (⊘), and work notes (✍).

Table of Contents

Installing ED*ASSIST

In this section, you will learn the skills necessary to:

- ✓ *Uninstall a previous version of ED*ASSIST if necessary*
- ✓ *Install the current version of ED*ASSIST*

Uninstalling ED*ASSIST

Before you can install the current version of ED*ASSIST, it is necessary to uninstall any previous versions installed on the computer you want to use. The following section provides the steps for uninstalling any previous versions.

Depending on the operating system installed on your computer some steps may vary. The steps found here refer to Windows XP.

How to Uninstall ED*ASSIST

Step 1. From the **Start Menu** choose **Control Panel**.

Step 2. Double-click the **Add or Remove Programs** icon.

Add or Remove Programs

A dialog box similar to the following will be displayed:
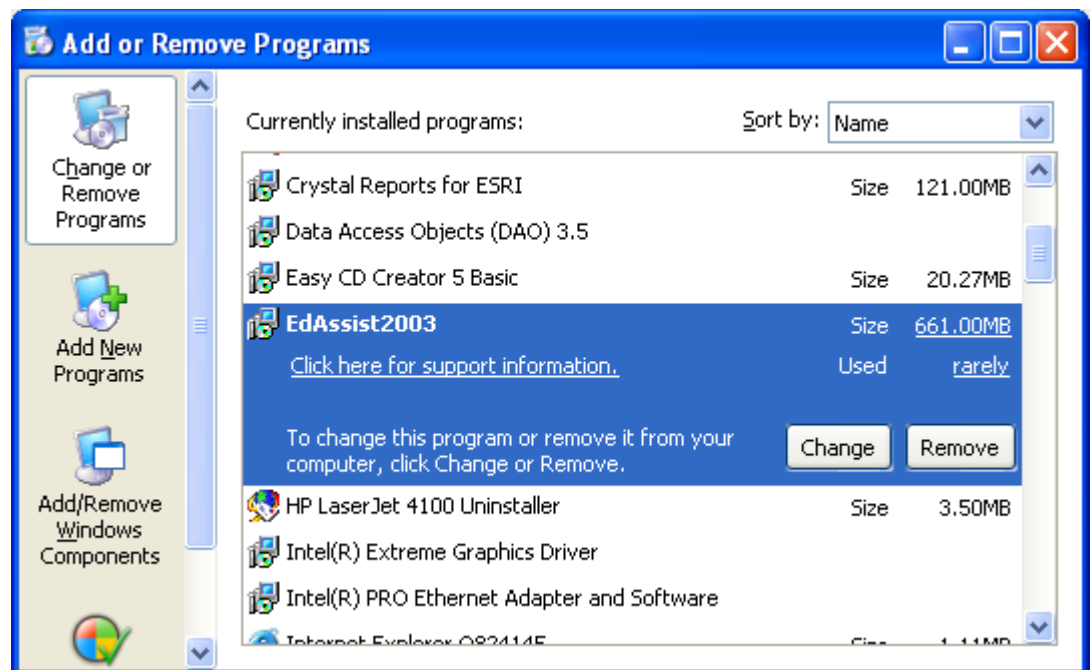
Step 3. In the list of currently installed programs, highlight the **ED*ASSIST** option.

Step 4. Select the **Remove** button.

A dialog box similar to the following will be displayed:
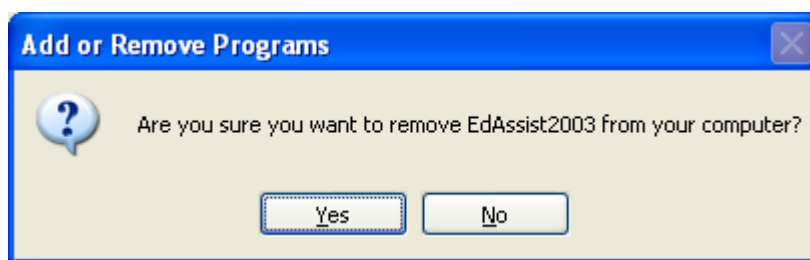
Step 5. When prompted to confirm your action, choose **Yes** to remove the ED*ASSIST program.

Installing ED*ASSIST

Once you have inserted the ED*ASSIST CD follow the instructions in the dialog boxes.

How to Install ED*ASSIST

Step 1. Insert the ED*ASSIST CD in to an available CD drive in your computer.

Step 2. From the desktop double-click the **My Computer** icon.

My Computer

A window similar to the following will appear:
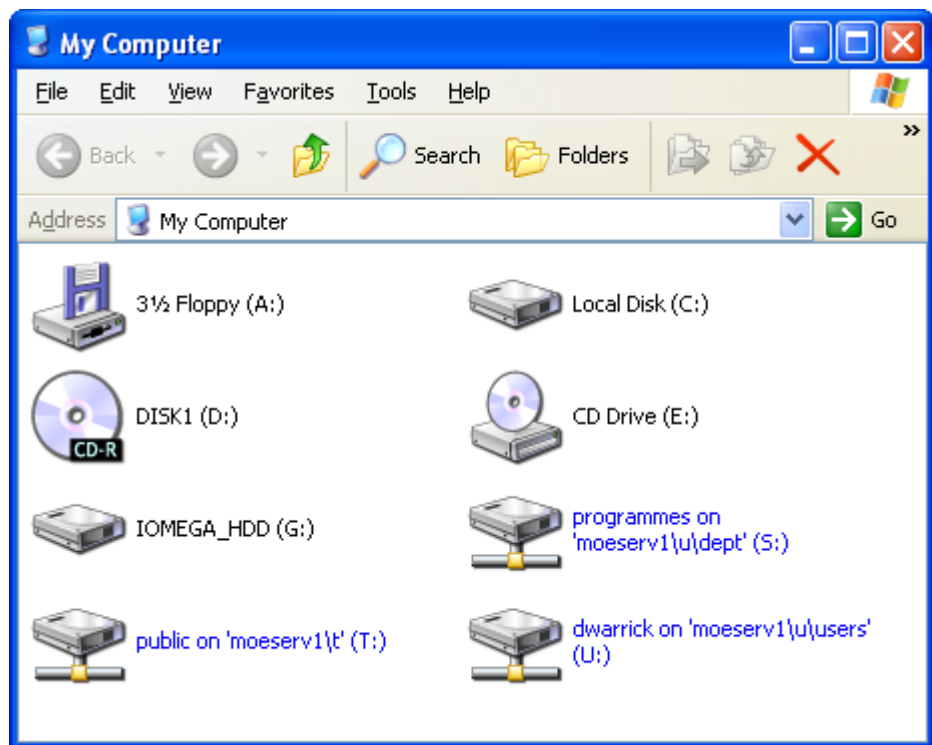
Step 3. Double-click the CD drive icon in the window. In this example it is drive D:.

A window similar to the following will be displayed:
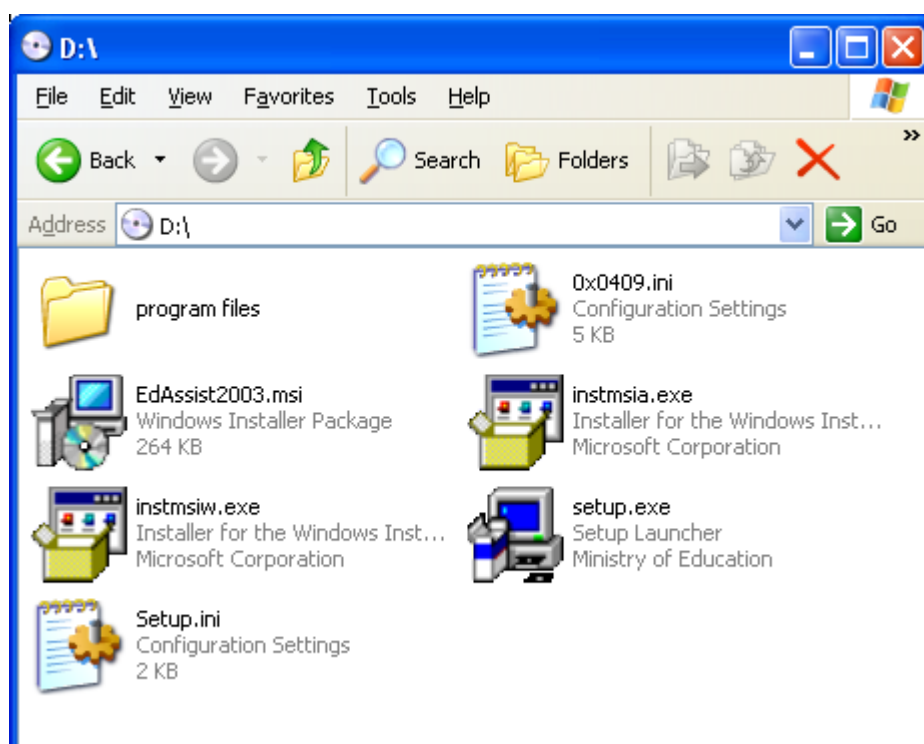
Step 4. Double-click the **Setup.exe** file icon in the window.

A dialog box similar to the following will appear:
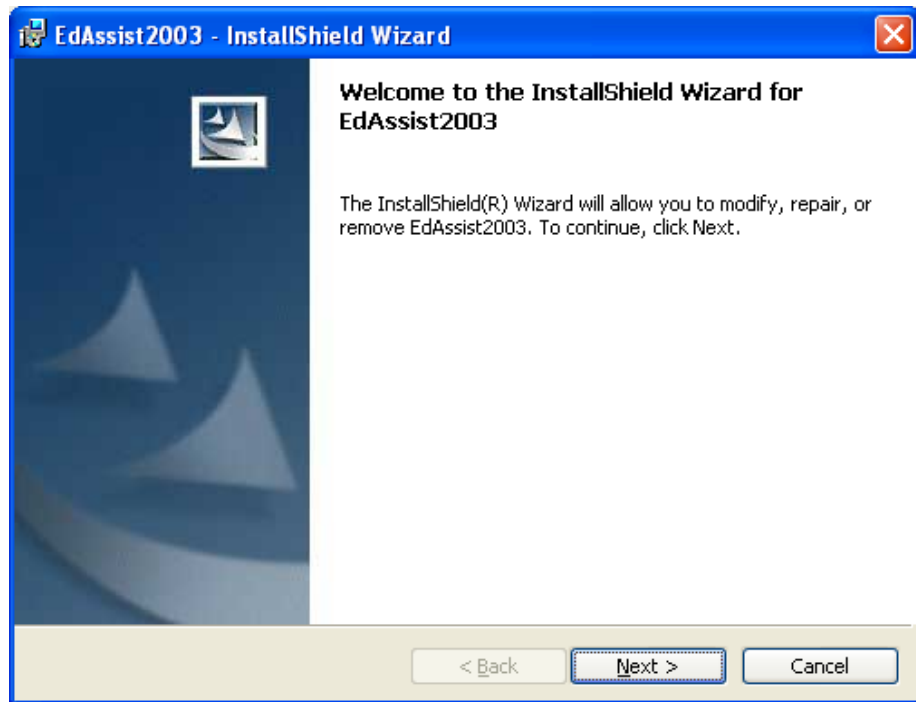
Step 5. Choose the **Next** button and follow the directions of the install wizard.

Getting Started

In this section, you will learn the skills necessary to:

- ✓ *Understand ED*ASSIST core indicators*
- ✓ *Access the ED*ASSIST main menu*
- ✓ *Access the Data Utilization menu*

ED*ASSIST Core Indicators

The indicators in ED*ASSIST's core set were chosen after a systematic examination of school systems' experiences in implementing data management systems. The core indicators reflect practical solutions to common problems—but they are not intended to prescribe the data that any given country or Ministry of Education should collect. Every ED*ASSIST user can modify the core indicators to meet its own information needs.

Where appropriate, ED*ASSIST used the **International Standard Classification of Education (ISCED)** as reference for the classification of the core indicators that follows in the next sections. ED*ASSIST's final classification was based on most commonly used classifications in the materials reviewed, and are not meant to reflect any preferences. Users of ED*ASSIST are free to modify these classifications.

Information in the DDM is arranged around answers to these questions:

- **Who** uses the information?

- For **what** purposes?

- **Where** is information used? In the districts? At a centralized location?

- **How** should information be presented?

- How does the information **compare** to other schools, regions, etc.? To previous years? To other countries?

ED*ASSIST Main Menu

Once you have installed ED*ASSIST, you are ready to explore its structure, functions, and outputs.

How to Access the ED*ASSIST Main Menu

Step 1.   Double-click the **ED*ASSIST** icon on your desktop.

EdAssist2003

A window similar to the following will be displayed:
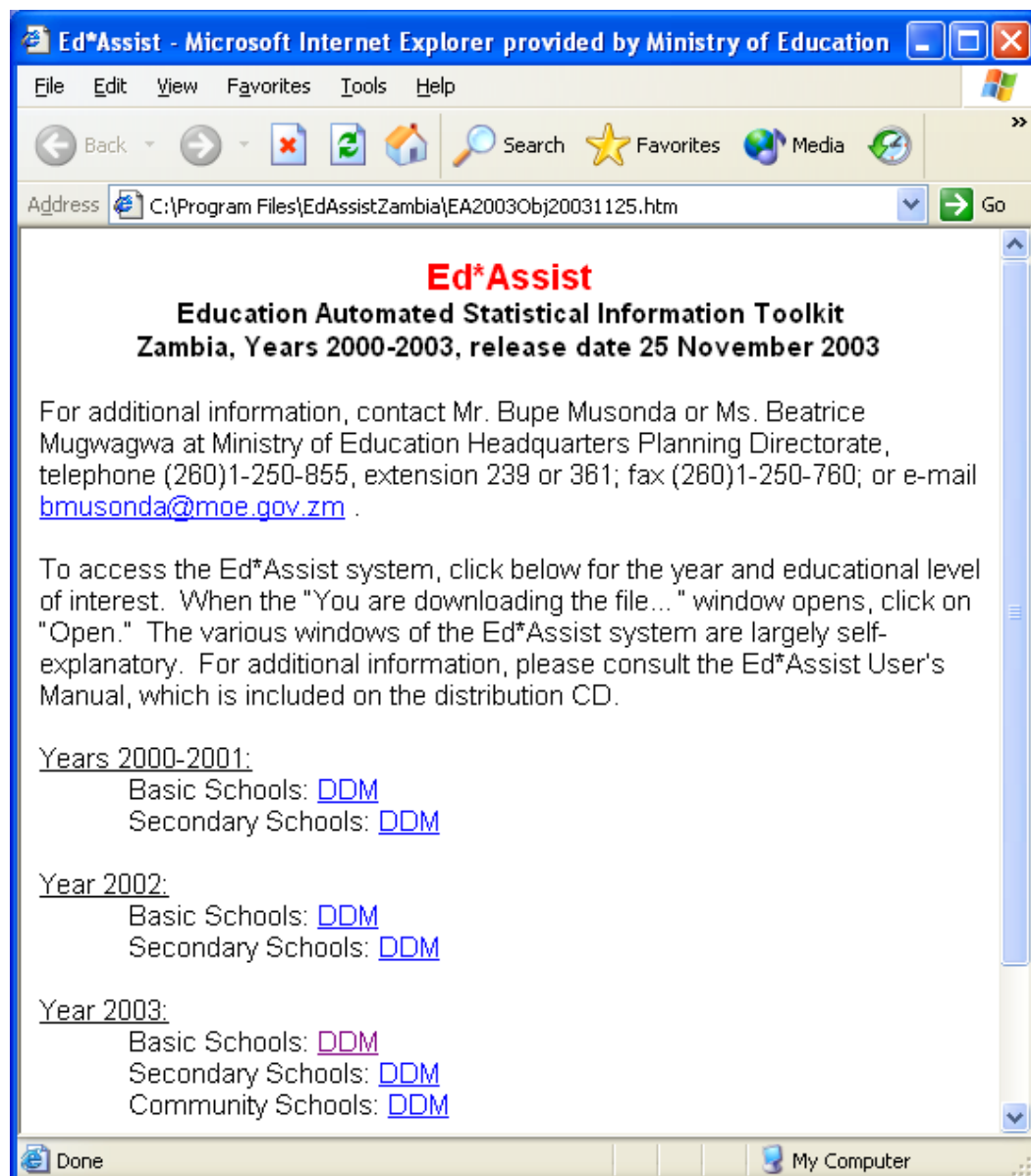
Step 2. Select the DDM option for the data and year you wish to view.

A dialog box similar to the following will be displayed:
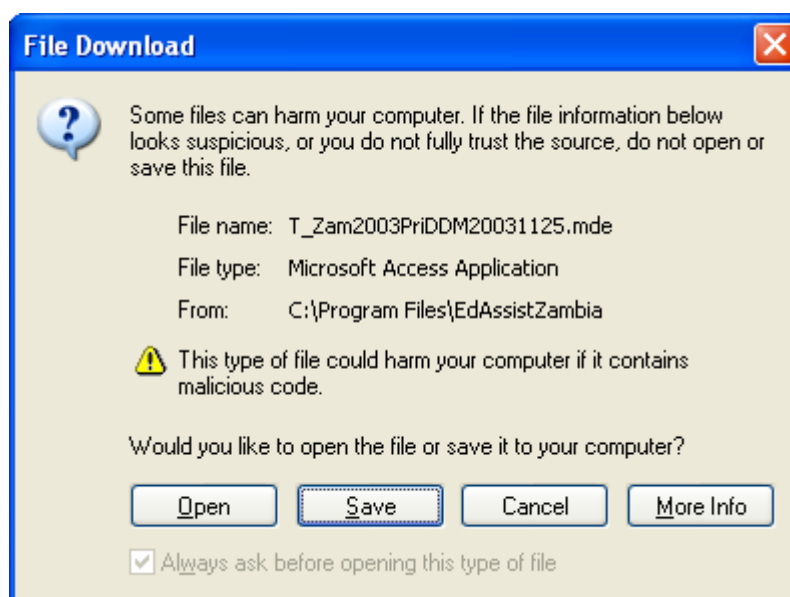
Step 3. Choose the **Open** button.

The following start-up screen will appear and then go away:
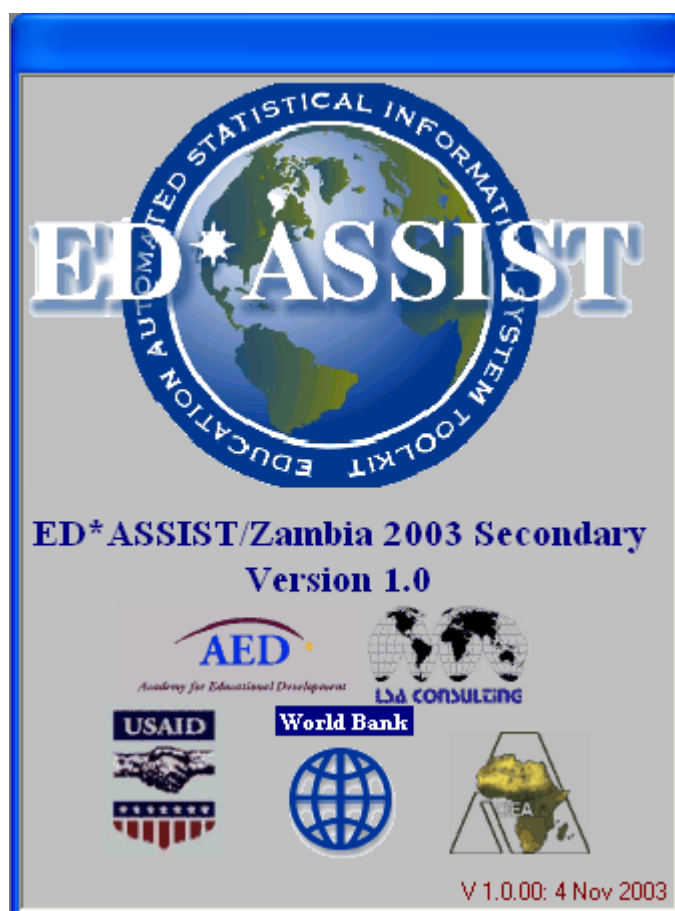
The following ED*ASSIST/Zambia's Main Menu will appear:
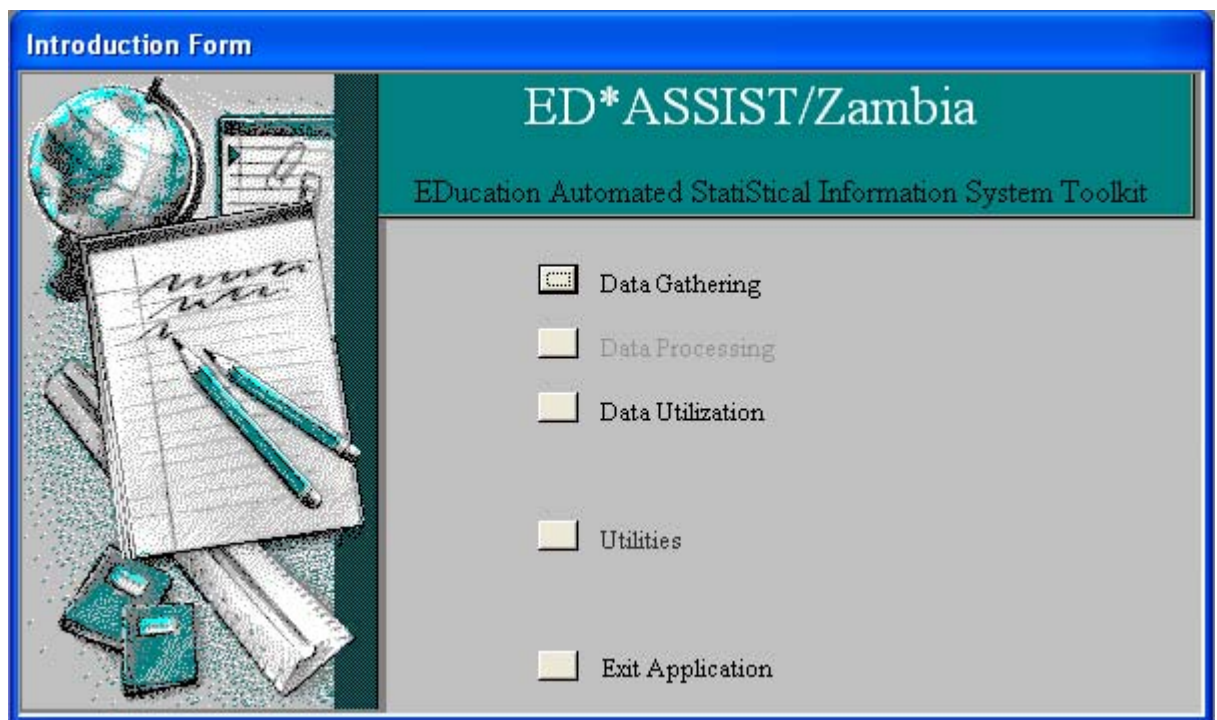
Function	Action
Data Gathering	helps to identify the steps and resources necessary for data collection.
Data Processing	helps track the questionnaires through distribution, completion, coding, keying, and editing as the multi-year data are incorporated into the ED*ASSIST Data Management System.
Data Utilization	produces a core set of educational indicators as tables and graphs that you can cut and paste electronically to produce bulletins and reports.
Utilities	provides tools for the import and export of data, and allows you to access the ED*ASSIST automated reference catalog and additional descriptive materials.
Exit Application	takes you out of the ED*ASSIST system.

Data Utilization Menu

Highlights of the Data Utilization and Dissemination Toolkit:

- For each school year, produce many variations of core indicators based on geographic breakdowns, school selection criteria and data display methods. The set of core indicators can be customized to meet reporting needs.

- Easily select type of user, indicator or data type, geographic breakdown, and data display method by pointing and clicking with a mouse or other pointing device.

- Cut and paste selections to build custom reports using preferred word processing, desktop publishing, presentation, or other software.

- Get on-line assistance with the definitions and descriptions of indicators, calculation methods and requirements, and data interpretation.

- Browse multi-year comparisons of annual school census, population, and related data.

- Access demand-driven indicators.

ED*ASSIST's **Data Utilization** module produces a core set of educational indicators for decision making at strategic, managerial, and operational levels. Users can display data from current and previous years in tables, graphs, and thematic maps (envisioned). The data can be cut and pasted electronically for easier data analysis and dissemination.

How to Access the Data Utilization Menu

Step 1.   From the **ED*ASSIST** Main Menu, select **Data Utilization**.

The **Data Utilization** menu will appear similar to the following:
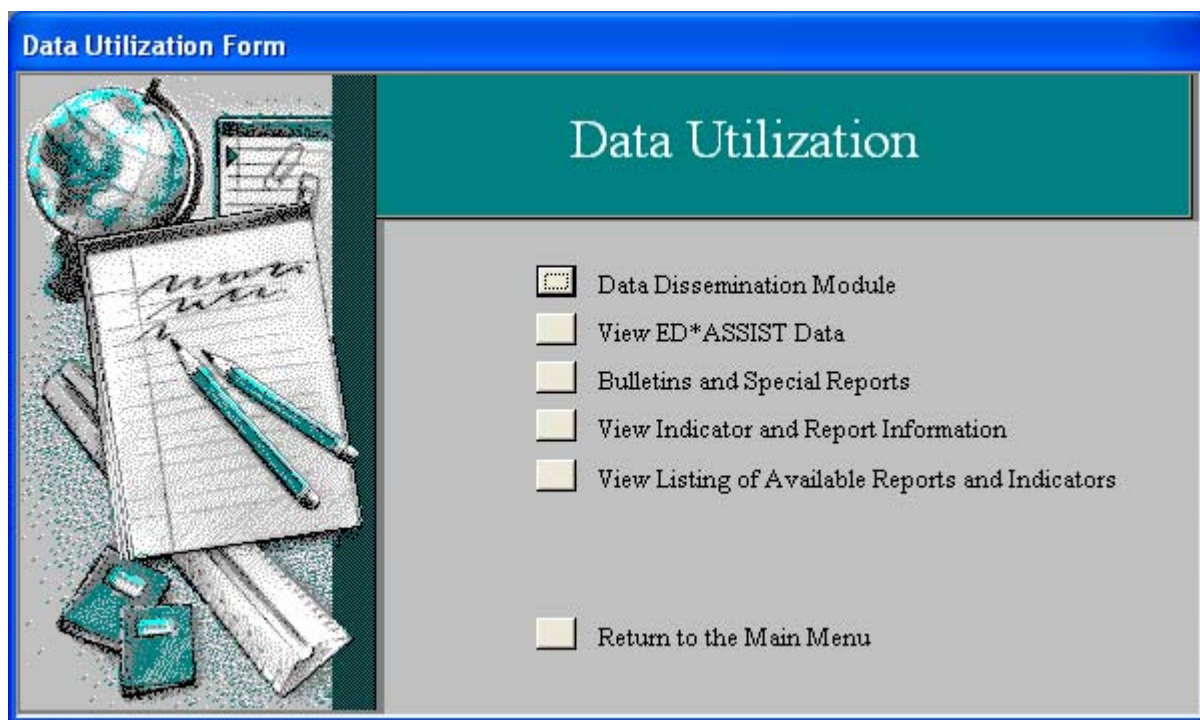
> The focus of the steps in this users guide is on the function of the Data Dissemination Module.

Feature	Function
Data Dissemination Module (DDM)	ED*ASSIST makes it easier to meet goals for data analysis and dissemination. ED*ASSIST's core set of indicators reflects users' needs (strategic, management, and operational), geographic interests (national, regional, and sub-regional) and preferred data display formats (tabular, graphical, and thematic map). With these selection options you can produce for each school year thousands of variations of the indicators in the core set. You can also modify and add to these core indicators to meet specific data dissemination needs.
View ED*ASSIST Data	Browse through the database tables and data for the Annual Schools Census. This includes external data, such as population data, needed for some of the core indicators.

Feature	Function
Bulletins and Reports	As you produce the core indicators in different formats using ED*ASSIST's Data Dissemination Module (DDM), you can begin to develop your own set of bulletins and reports using ED*ASSIST's "Copy to Clipboard" feature. Information can be pasted from a clipboard into any word processing or other software to produce new outputs. The Bulletins and Reports Menu lists several topics you might want to explore.—
View Indicator and Report Information	ED*ASSIST provides descriptive information for the core set of indicators. This information is excerpted from the report by UNESCO/PROAP: "Indicators of Educational Efficiency and Effectiveness: A Data Dictionary, " Final version, July-August 1996.
View Listing of Available Reports and Indicators	View a summary list of ED*ASSIST's core set of indicators.

Data Dissemination Module (DDM)

In this section, you will learn the skills necessary to:

- ✓ *Access the DMM main menu*
- ✓ *Select criteria for Strategy level reports*
- ✓ *Select criteria for Management level reports*
- ✓ *Display charts of selected reports*
- ✓ *Export tables and charts to MS Word and MS Excel*

Data Dissemination Module (DDM)

With the Data Dissemination Module (DDM) you can quickly and easily produce a core set of user-oriented outputs as the basis for customized bulletins and reports. Note: This manual presents examples for the basic-school version of ED*ASSIST. The reports for the secondary-school version are similar, and not presented here.

How to Access the DDM Main Window

Step 1.   Select **Data Dissemination** from the **Data Utilization Menu**.

A dialog by similar to the following will appear:
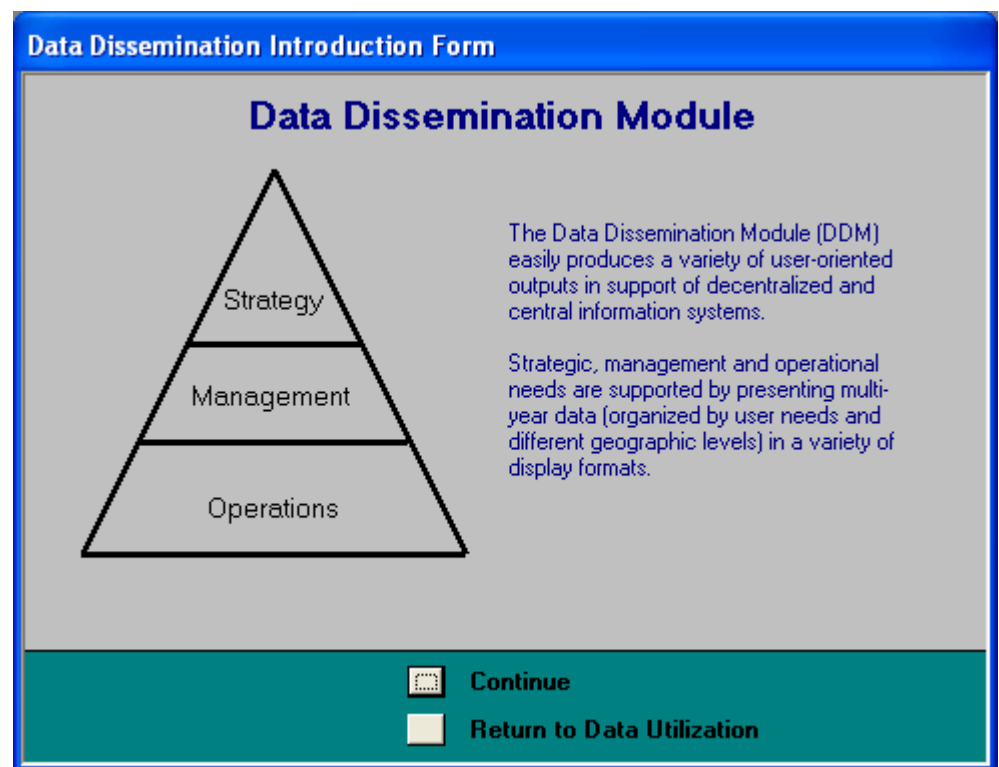
The DDM is built around ED*ASSIST's Data Management System, supporting the flow of information through the educational system. Current information on schools, students, teachers, textbooks, infrastructure, and finances can then inform decisions on strategic planning and policy, management, day-to-day operations, and monitoring the information processing cycle. This concept is reflected in the Data Dissemination Introduction Form.

Step 2.   After a few seconds or after selecting **Continue**, the **Data Dissemination Module** screen appears.

A dialog box similar to the following will appear:

Three file tabs across the top of the screen—Strategy, Management, and Operations—comprise the User Selection Bar. ED*ASSIST uses these three categories to organize the available reports.

'Strategic' reports include reports that are used mainly in policy analysis, program planning, monitoring, and evaluation. These reports include basic education indicators, such as gross and net enrolment rates, pupil/teacher ratios, and re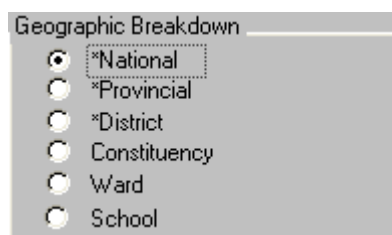petition rates. Most of the reports in this section deal with ratios. 'Management' reports present information on counts of things. Whereas a report on dropout rates is included under the 'strategy' tab, a report on the number of dropouts is included under the 'management' tab. Similarly, the net enrolment rate is included under the strategy tab, whereas counts on total enrolment are under the management tab. The 'operations' tab contains a single report – a 'school viewer,' that presents all of the data items included on the annual school questionnaire, for a single school.

Window Features	Functions
Geographic Breakdown	Selects the geographic level of data to be displayed.
Selection Criteria	Narrows the amount of data displayed by the selection of specific criteria.
Strategy	Indicators supporting long-term strategic planning and on-going policy dialogues. Key indicators in this group relate to **access, efficiency, quality,** and **equity.** These indicators all support demand-driven, community-based information systems.
Management	Indicators related to management activities concerning **pupils, teachers, schools, finances, infrastructure**, and **textbooks**.
Operations	**School-specific information**, as well as school-level display of fundamental quality level indicators. In the future, school level comparisons will also be available.
Display Method	Determines the way the information will be presented visually. Data can be displayed in table form or in many cases graphically.
Batch Output	**Features not in use at this time.**
Export Data	**Features not in use at this time.**

How to Select the Geographic Breakdown
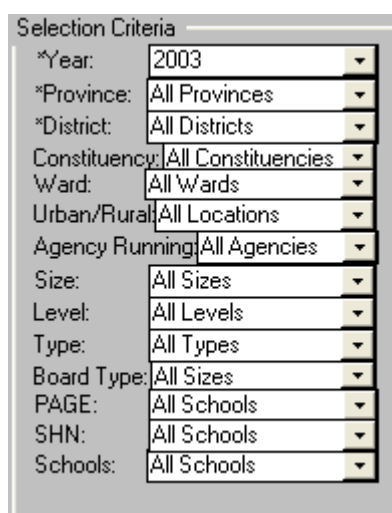
Step 1. Point the mouse pointer to one of the geographic options radio buttons and click once.

How to Choose Selection Criteria

Step 1. Point to the drop-down arrow next to the criteria option and click once.

Step 2. From the choices in the list, click on the desired choice.

Strategy Level Reports

Using the **Strategy Selection Screen** of the DDM, you can produce customized outputs for ten core strategy indicators. You select the indicator type (under the Strategy/Management/Operations tabs), geographic or administrative breakdown (national, provincial, etc.), selection criteria (year, province, district, etc.) and data display method (tabular or graphical) for the reports. Note that indicators that use population as the denominator (e.g., net or gross enrolment rates) are restricted to calculation at the district level or higher, since population data by age and gender are available only down to the district level at the present time.

How to Select A Strategy Related Report

Step 1.   Make sure the **Strategy Selection Screen** tab is selected. Indicators are grouped into four types: **Access**, **Efficiency**, **Quality**, and **Equity**.

This is the default selection from the Data Dissemination Introduction Form. The Strategy tab is brought to the foreground.

Step 2.   Select an indicator type by choosing the drop-down button next to the indicator type of your choice.

The screen will look similar to the following:

Step 3. Scroll through the list of available indicators and click the desired report.
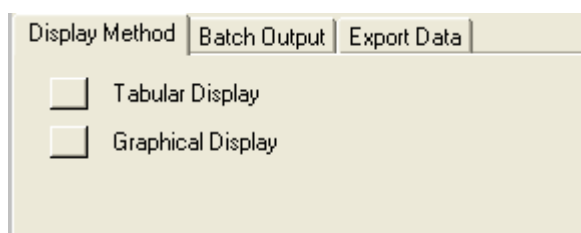
When you select an indicator from a pull-down menu, a dot automatically appears in the radio button for the corresponding indicator type. There are no default selections for indicator types; you must make a selection.

Step 4. Select Geographic Breakdown. You can choose from six options, National, Provincial, District, Constituency, Ward and School.

How to Display a Table of a Strategy Related Report

Step 6. From the **Display Method** panel, choose **Tabular Display**.

Display Method | Batch Output | Export Data |

    ☐   Tabular Display

    ☐   Graphical Display

Depending on the selections made the report will look similar tot he following:

S201: Pupil/Teacher Ratio, Grades 1-9

Reporting Level: Provincial

Selection Criteria:

Year: 2001; Province: All Provinces; District: All Districts; Constituency: All Constituencies; Ward: All Wards
Urban/rural: All Locations; Agency Running: All Agencies; Size: All Sizes; Level: All Levels; Type: All Types
Boarding status: All Types; PAGE status: All Schools; SHN status: All Schools; Schools: All Schools

07-Nov-02

	Total Students	Total Teachers	Pupil/Teacher Ratio
CENTRAL	178,015	3,634	48.99
COPPERBELT	303,196	8,728	34.74
EASTERN	192,992	3,723	51.84
LUAPULA	135,960	2,500	54.38
LUSAKA	213,930	5,652	37.85
NORTH WESTERN	108,767	2,086	52.14
NORTHERN	235,012	3,660	64.21
SOUTHERN	242,587	5,017	48.35
WESTERN	129,815	2,793	46.48
Grand Total and Average	**1,740,274**	**37,793**	**46.05**

Source: Zambia Annual School Census   ED*ASSIST/Zambia   1
An erroneous report might be due to incomplete data.

Step 7.   Close the report to return to the Strategy Selection Screen.

How to Display a Graph of a Strategy Related Report

Step 8.   Select Graphical Display as the Data Display Method. The screen will display the following graph.

Display Method	Batch Output	Export Data

    Tabular Display

    Graphical Display

Depending on the selections made the chart will look similar tot he following:

S201 : Form

S201: Primary Pupil/Teacher Ratio, Grades 1-9, Location: All Locations, Governing Body: All Agencies, 2001

A missing graph might be due to incomplete data.   Source: Zambia Basic School Annual Return

    Copy graph to clipboard   Return to the Data Dissemination Module
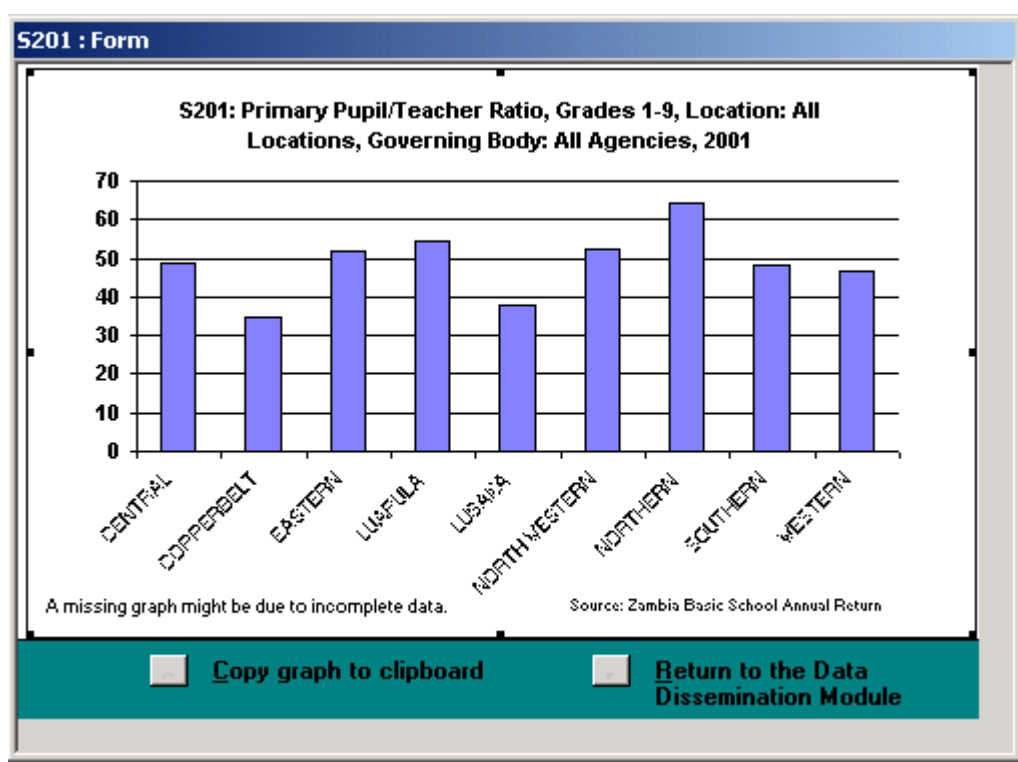
You can change the graph's display characteristics, such as color or chart type, by double clicking on the graph and following the appropriate instructions. Once you have saved these changes, ED*ASSIST will display the new format each time you select this indicator.

With the Copy graph to clipboard button at the bottom of the screen you can copy the graph to a Windows clipboard and paste it to the word processor or spreadsheet of your

choice for further data analysis or dissemination.

Step 9.   To close the chart window, select **Return to the Data
            Dissemination Module** button.

You can follow the preceding process to produce these
indicators by different geographic levels or for different
years.

Management Level Reports

This section will show you how to produce ED*ASSIST core set of indicators for management-level users.

Using the Management Selection Screen of the DDM, you can produce customized outputs for ten core management indicators, selecting the indicator type, geographic breakdown, year, and data display method for the reports.

How to Select A Management Related Report

Step 1.   Select **Management** from the Menu Bar displayed across the top of the Strategy Selection Screen. The center Management tab will be in the foreground. Indicators are grouped into six types: **Students**, **Teachers**, **Schools**, **Finances**, **Infrastructure**, **Textbooks** and **Assessments**.

Step 2.   Select an indicator type by choosing the drop-down button to the right of the indicator field.

The screen will look similar to the following:

Step 3. Scroll through the list of available indicators and click the desired report.

When you select an indicator from a pull-down menu, a dot automatically appears in the radio button for the corresponding indicator type. There are no default selections for indicator types; you must make a selection.

Step 4.   Select **Geographic Breakdown**. You can choose from **National**, **Provincial**, District, **Constituency**, **Ward** and **School**.

How to Display a Table of a Management Related Report

Step 5.   From the **Display Method** panel, choose **Tabular Display**.

Depending on the selections made the report will look similar tot he following:

M102: Basic School Students by Gender and Grade, Grades 1-7

Reporting Level: Provincial

Selection Criteria:

Year: 2001;   Province: All Provinces;   District: All Districts;   Constituency: All Constituencies;   Ward: All Wards
Urban/rural: All Locations;   Agency Running: All Agencies;   Size: All Sizes;   Level: All Levels;   Type: All Types
Boarding status: All Types;   PAGE status: All Schools;   SHN status: All Schools;   Schools: All Schools

07-Nov-02

		Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Total
CENTRAL	Male	14,729	13,644	12,829	12,629	11,458	10,608	11,217	87,114
	Female	14,563	13,253	12,256	11,393	11,134	9,431	9,322	81,352
	Total	29,292	26,897	25,085	24,022	22,592	20,039	20,539	168,466
COPPERBELT	Male	21,934	20,692	20,410	19,947	19,011	18,271	18,861	139,126
	Female	22,609	21,123	20,243	20,140	19,077	18,160	17,950	139,302
	Total	44,543	41,815	40,653	40,087	38,088	36,431	36,811	278,428
EASTERN	Male	18,682	16,229	14,602	14,062	12,110	10,225	10,167	96,077
	Female	19,097	16,103	13,370	11,965	9,897	7,997	6,802	85,231
	Total	37,779	32,332	27,972	26,027	22,007	18,222	16,969	181,308
LUAPULA	Male	13,805	11,925	10,908	10,233	8,394	7,269	6,640	69,174
	Female	13,453	10,985	9,723	8,345	6,771	5,494	4,467	59,238
	Total	27,258	22,910	20,631	18,578	15,165	12,763	11,107	128,412
LUSAKA	Male	13,743	13,754	14,160	14,879	14,627	14,284	14,240	99,687
	Female	14,078	14,306	15,004	15,161	14,891	13,850	13,692	100,982
	Total	27,821	28,060	29,164	30,040	29,518	28,134	27,932	200,669
NORTH WESTERN	Male	11,280	9,626	8,116	7,288	6,306	5,589	4,909	53,114
	Female	11,029	9,155	7,408	6,398	5,237	4,244	3,423	46,894
	Total	22,309	18,781	15,524	13,686	11,543	9,833	8,332	100,008

Step 6.   Close the report to return to the **Strategy Selection Screen**.

How to Display a Graph of a Management Related Report

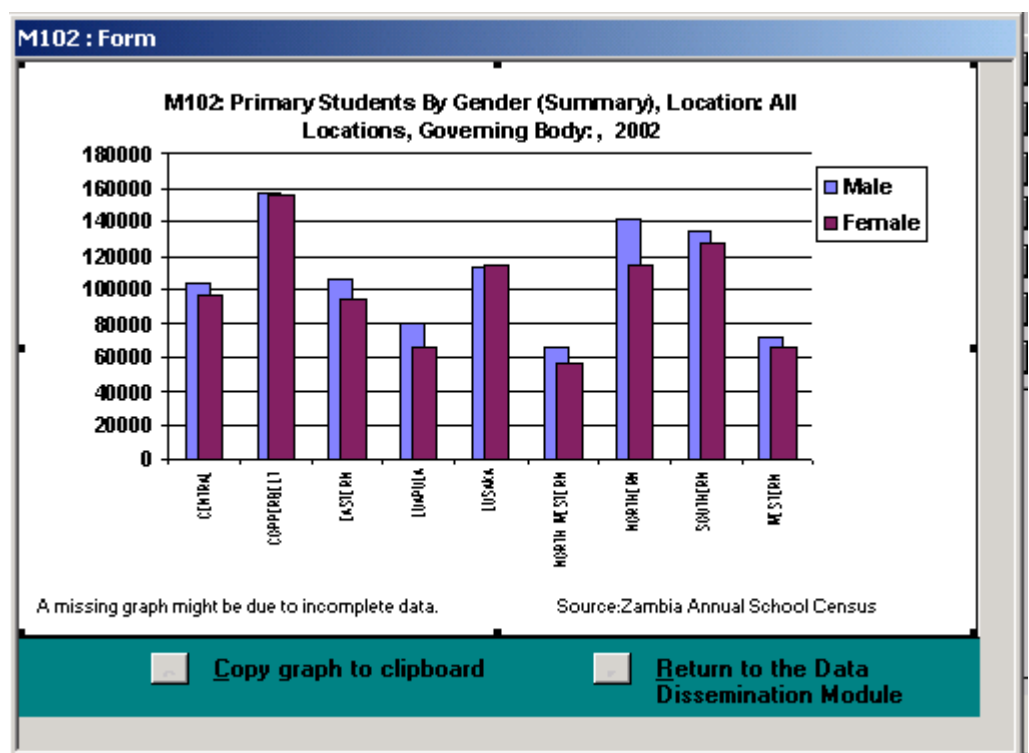Step 1. Select **Graphical Display** as the Display Method.

Depending on the selections made the chart will look similar tot he following:

Operation Level Reports

The 'strategic' and 'management' indicators discussed in the previous sections include a variety of estimates of student, teacher, and school characteristics. These estimates are used to support program planning and analysis and management of the school system at the national, provincial and district levels. The final 'tab' of the Data Dissemination Module, which is called 'Operational,' provides a display or printout of all of the data on the annual school census questionnaire, for a single school. Unlike the previous DDM reports, there is no aggregation of the data over geographic areas or categories of schools, nor can any selection criteria be applied. The school to be viewed is selected by name. The names of all schools are displayed alphabetically by district.

How to View Operational Related Data

Step 1.   Select the **Operations** tab displayed across the top of the Strategy Selection Screen. The Operations tab will be in the foreground.

The screen will look similar to the following:
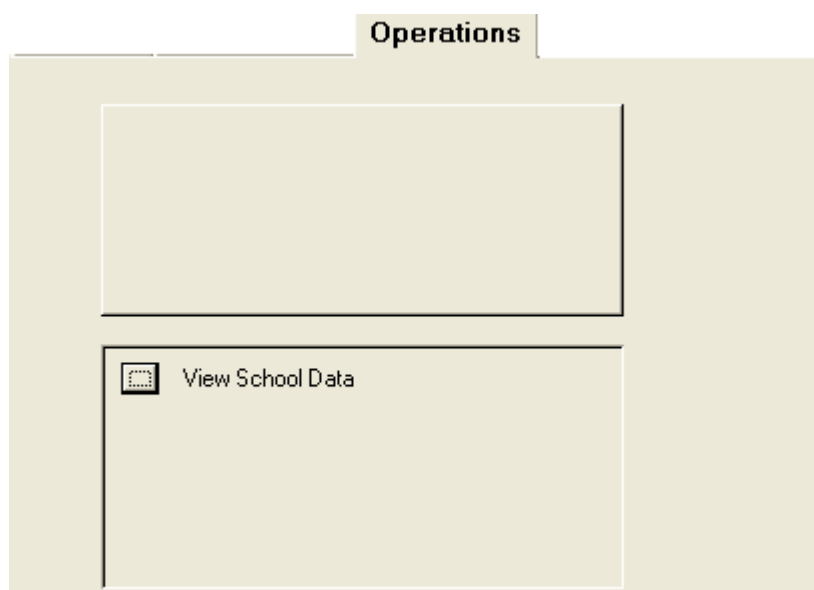
Step 2.   Choose the **View School Data** button.

A window similar to the following will appear:

EA/IDEA Zambia Primary Schools - View School Data

Zambia Basic Schools   Show   All   District 101 ▾ CHILILABOMBWE

Dist	School	School Name	Status	Batch
101	1	BABY FIELD SCHOOL	Committed	0
101	2	CHILILABOMBWE BASIC	Committed	0
101	3	CHIMFUNSHI BASIC	Committed	0
101	4	FITOBAULA BASIC	Committed	0
101	5	KAKOSO BASIC	Committed	0
101	6	KAMENZA BASIC	Committed	0
101	7	KASUMBALESA SCHOOL	Committed	0
101	8	KAWAMA BASIC	Not Opened	0
101	9	KONKOLA BASIC	Committed	0
101	10	LUBENGELE BASIC	Committed	0
101	11	MILYASHI BASIC	Committed	0
101	12	MING'OMBA BASIC	Committed	0
101	13	MITONDO BASIC	Committed	0
101	14	SANSAMUKENI BASIC	Committed	0
101	15	SHEEPFOLD SCHOOL	Committed	0
101	16	TWAFWANE BASIC	Committed	0
101	17	ZCCM KONKOLA BASIC	Committed	0
101	4311	NAMUBWELA	Committed	0
101	4312	FIKOLONGO MULTI-GRADE SC	Committed	0
101	4314	MALUBENI	Committed	0
101	4315	LUBANSA PRIMARY	Committed	0
101	4316	KANENGA PRIMARY	Committed	0
101	4317	KASAPA PRIMARY	Committed	0
101	4396	BUTONDO	Committed	0

Province	district	school	constituency
1	101	1	15

BABY FIELD SCHOOL

BOX 210078,CBOMBWE

Ward	Zone	location	type	Level
9999	0	2	1	2

School Information	Training 8-9
Classes/Pupils	Teacher Depart
Refugees/Orphans	Teacher Absence
APU/Open	Infrastructure
Nationality	Toilets/Latrines
Entrants/Progress	Water/Elec/Comm
Special Learning	Furniture
Repeaters	Equipment
Dropouts	Finance
Student Deaths	Books
Pregnancies	Teachers
Training 1-7	Non-Teachers
Print School Data	

20031204   **Close**

Step 3.   Select the school from the list on the left side of the window.

Step 4.   Select a data button from the right side of the window to view specific data.

School information will be displayed similar to the following window:

Step 5.   Choose the **Next** button to view the next data option.

Step 6.   Choose **Back** to view the previous data option.

Step 7.   Select **Close** to return to the school view selection window.

Exporting Data to MS Word or MS Excel

Once the data you require has been displayed on the screen it is possible to export the information in to another application such as MS Word or MS Excel for further publication of manipulation.

How to Export Data Tables

Step 1.   Follow the steps in the previous section to retrieve the information you required from the available reports.

> ☐ Tabular Display

Step 2.   With the data displayed in a table, choose the office tools drop-down list button.
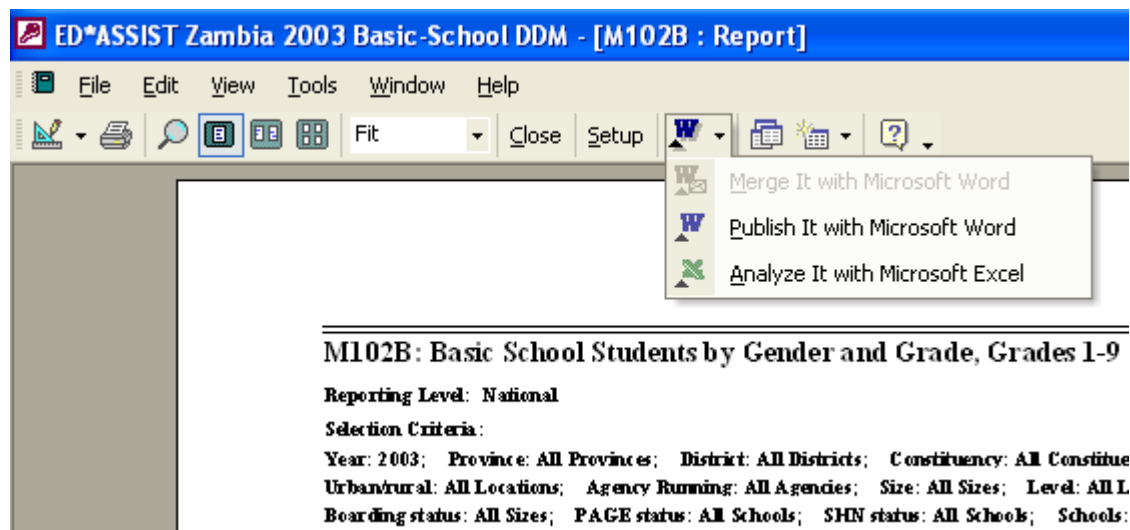
Step 3.   Choose the **Publish It with Microsoft Word** icon.

Step 4.   The report will be exported to MS Word and can be saved and manipulated using MS Word features.

How to Export Data Charts

Step 1.   Follow the steps in the previous sections to retrieve the information you require from the available reports and display the data graphically.

☐ Graphical Display

Depending on your selected criteria your chart may look similar to the following:

Reporting Level: National

Selection Criteria:

Year: 2003;   Province: All Provinces;   District: All Districts;   Constituency: All Constituencies
Ward: All Wards;   Urban/rural: All Locations;   Agency Running: All Agencies;   Size: All Sizes
Level: All Levels;   Type: All Types;   Boarding status: All Sizes;   PAGE status: All Schools
SHN status: All Schools;   Schools: All Schools

M103: APU Students by Age in Grade 8
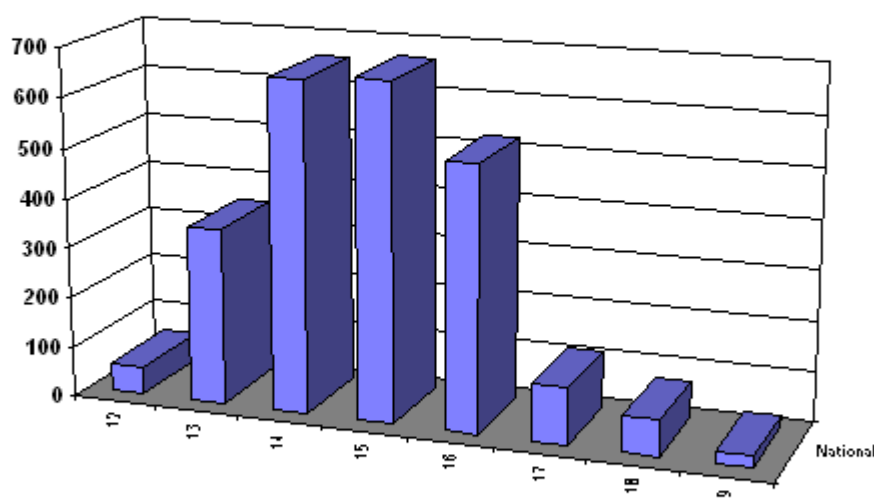
A missing graph might be due to incomplete data.   Source: Zambia Annual School Census

☉ Grd 8   ○ Grd 9   ○ Grd 10   ○ Grd 11   ○ Grd 12   Copy graph to clipboard
                                                ○ Grd 8-12   Return to the Data
                                                                   Dissemination Module

Step 2.   Choose the **Copy graph to clipboard** button.

       Copy graph to clipboard

Step 3.   Switch to MS Word of MS Excel and position the cursor or cell reference where you would like the chart pasted.

Step 4.   Choose the **Paste** button from the formatting tool bar.

Types of Standard Reports

In this section, you will learn what types of standard reports are available and where they are accessed in the DDM main window.

Report Name	Report Location in DDM	Report Name	Report Location in DDM
Students by Age, Gender and Grade	Management	Schools by Type	Management
Students by Gender and Grade	Management	Schools by Running Agency	Management
APU Students by Age, Gender and Grade	Management	School Directory	Management
APU Students by Gender and Grade	Management	School Directory Summary	Management
New Entrants by Gender and Age	Management	Classes	Management
Repeaters by Gender and Grade	Management	School Finances	Management
Dropouts by Gender and Grade	Management	Infrastructure – Counts	Management
Population by Age and Gender	Management	Infrastructure – Presence or Absence	Management
School-Age Population by Age and Gender	Management	Furniture and Equipment – Counts	Management
Impaired Students by Gender and Grade	Management	Furniture and Equipment – Presence or Absence	Management
Orphans by Gender and Grade	Management	Water Supply	Management
Student Nationality by Gender and Grade	Management	Electricity Supply	Management
Dropout Reason by Gender and Grade	Management	Communications	Management
Pregnancies by Grade	Management	Sanitary Facilities – Counts	Management
Pregnancy Readmissions by Grade	Management	Sanitary Facilities – Presence or Absence	Management
Student Deaths by Age, Gender and Grade	Management	Textbooks by Grade	Management
Student Deaths by Gender and Grade	Management	Textbooks by Subject and Grade	Management
Grade 1 Entrants by Age and Gender	Management	Education Profile	Management
Grade 1 Entrants with Preschool or Nursery Experience by Age and Gender	Management	Gross Enrolment Ratio by Gender	Strategic

Report Name	Report Location in DDM	Report Name	Report Location in DDM
Mental Impairments by Level of Severity and Gender (Basic Schools only)	Management	Net Enrolment Ratio by Gender	Strategic
Teachers by Gender	Management	Age-Specific Enrolment Ratio by Gender	Strategic
Teacher's Reason for Departure by Gender	Management	Net Intake Rate by Gender	Strategic
Teachers Absent 2-4 Weeks by Age and Gender	Management	Gross Intake Rate by Gender	Strategic
Teachers Absent One Month or More by Age and Gender	Management	Age-Specific Intake Rate by Gender and Age	Strategic
Teachers by Qualification and Gender	Management	Pupil/Teacher Ratio	Strategic
Teachers by Education and Gender	Management	Pupil/Class Ratio	Strategic
Schools	Management and Strategic	Teacher/Class Ratio	Strategic
Schools by Location (Urban/Rural)	Management	Progression Rate by Gender and Grade	Strategic
Schools by Size (Status)	Management	Single-Grade Retention Rate by Gender and Grade	Strategic
Schools by Level	Management	Multiple-Grade Retention Rate by Gender and Grade	Strategic
Repetition Rate by Gender and Grade	Strategic	Promotion Rate by Gender and Grade	Strategic
Dropout Rate by Gender and Grade	Strategic	Completion Rate by Gender and Grade	Strategic
Textbook/Student Ratio	Strategic		Strategic

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